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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

DDS&T Orientation

FROM:

Training Assistant, DS&T
6E40 Hqs.

EXTENSION

NO.

ER 85-5036

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. DCI/STO
7D19 Hqs.

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DCI
EXEC
REG

L-258

FORM
1-79

610

USE PREVIOUS
EDITIONS

20 December 1985

MEMORANDUM FOR: DCI Senior Training Officer
DDA Senior Training Officer
DDI Senior Training Officer
DDO Senior Training Officer

FROM:
Training Assistant, DS&T

SUBJECT: DDS&T Orientation Attendees

Attached is a list of the people from your Directorate who attended the DDS&T Orientation on 11 December 1985.



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ER

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Announcement of DS&T Orientation Course

FROM:

Training Officer, DS&T
6E40 Hqs.

EXTENSION

NO.

DDS&T-873-85

DATE

30 September 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. STO/DCI
7E12 Hqs.

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L-25B

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DDS&T-873-85
30 September 1985

MEMORANDUM FOR: DCI, Senior Training Officer

FROM:

[Redacted]
Training Officer, DS&T

SUBJECT: Announcement of DS&T Orientation Course

1. The next DS&T Orientation Course is scheduled for 11 December 1985 in the Headquarters Auditorium from 0850 to 1530. This course is designed to provide employees with an overview of the roles and functions of the DS&T in the Intelligence Community. Speakers will include the DDS&T and the six DS&T Office Directors.

2. Attendees must be Agency personnel with SI/TK access. To register, forward a Form 73 to this office no later than 27 November 1985. Please ensure that the following information is included on the Form 73 for each employee:

- a. Office Mailing Address
- b. Certification of SI/TK
- c. Social Security Number

4. Reporting instructions will be sent directly to each employee along with the latest version of the DS&T Orientation Handbook. Employees are not to bring the Handbook to the Course.

5. Should you have further questions regarding this subject, please direct them to me on [Redacted]

[Redacted]

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